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KEEWATIN
COMMUNITY COLLEGE

KEEWATIN COMMUNITY COLLEGE ACADEMIC ANNUAL REPORT 1998-1999

KEEWATIN
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The Year in Review

Through leadership and innovation KCC nurtures a learning environment that values and responds to the unique needs of our communities and people.

Leadership

1998-1999 was a year to firm up the foundations of the academic structure that will allow KCC to build the programs and courses through which it will lead its people and communities to the skills and knowledge they need to assume control of their future.

The goal is to create a stable institution that is functional so its people know what is expected of them and what they can expect from others. The organizational structure put into place in the spring of this year follows from its mission. Shifting responsibility for all college programs and courses to the Academic Division focuses KCC on the academic function. With all resources aimed at student learning, and with a structure in place for the next five years, the college can stand on the solid ground of past traditions and models of excellence to lead its people and communities to embrace the change that is increasingly part of the fabric of their society.

This year, the college elder became a member of the senior management team to lead students and staff into awareness and celebration of the Aboriginal culture that is the basis of the college community.

KCC continues to work toward developing new forms of partnership with its communities. Agreement has been reached in principle to establish the Pimicikimak Regional Centre at Cross Lake.

Innovation

The college's Learning Innovations Centre leads the development of new programs and of new means of delivery. During 1998-99, KCC developed its capability to deliver courses via LearnLinc technology. Three courses in the Bachelor of Nursing program were delivered from The Pas to Thompson and to Norway House.

KCC was granted permission to deliver the Iron Workers Apprenticeship Program beginning in the fall of 1999.

Learning Environment

Many students register at KCC adequately prepared to follow a known path to clearly defined goals. The college provides the instruction, resources and guidance that allow these students to reach their goals. Many others have not yet defined their goals or either do not know the path to follow or are academically unprepared to succeed in college programs. For these students, the college provides career and personal counseling, the Learning Assistance Centre, and, beginning in the spring of 1999, an integrated assessment, career planning, and upgrading facility to allow students to set goals, determine the paths to reach those goals, and receive adult upgrading education to allow them to enter the career program of their choice.

The Mamawechetotan Centre in The Pas and the Ininikiskinomakaywin Centre in Thompson allow Aboriginal students to ground themselves in their traditional cultures and all students and staff to receive knowledge, encouragement and comfort from the Aboriginal teachings.

Our Communities and People

KCC has articulated four areas in which it must focus its resources if it is to serve the needs of its communities and people:

1. **Adult education.** — Many of KCC's communities have not had the resources to provide a full range of educational opportunities to their young people. As a result, the people lack the educational background to succeed in post-secondary programs and in the workplace. KCC must provide foundational skills for its people so they can attain the education they need to build a future for themselves and for their communities.
2. **Traditional programs offered by all Manitoba colleges.** — Programs in the field of management and administration or pre-employment trades provide foundational skills that are required in a wide variety of occupations in northern communities. KCC's provision of these common programs allows students to obtain their education close to home.
3. **Common first year programs.** — KCC's comparative advantage is that it provides a more familiar environment than other provincial colleges for northern students. A familiar environment encourages students to succeed in their studies. The college is working toward enhancing its capability to deliver a common first year program in technology that will lead students into more advanced technological programs in other institutions.
4. **Programs unique to the college.** — Natural Resource Management Technology, Recreation and Community Leadership and Ecotourism are programs which KCC, because of its physical location, is uniquely suited to deliver. Trades Apprenticeship programs are an important focus of the college's strategy because of its proximity to and identification with developing Aboriginal communities.

The college is ever mindful of the need to respect the traditions and spiritual values of Aboriginal people. A newly established Aboriginal Council, which reports directly to the President, is mandated to advise the President's office on any issues relevant to Aboriginal education and related cultural or institutional issues.

Successful Learners

Learning Innovations Division

Educational institutions are shifting their focus from teaching to learning. As part of the college restructuring this spring, the name of the Academic Services and Curriculum Department was changed to Learning Innovations to reflect this new way of looking at education. Learning Innovations was given divisional status to recognize the primacy of providing relevant education to KCC students.

The Learning Innovations Division has three functions. First, it ensures that college staff keep abreast of new developments in education and receive the resources and training necessary to implement new ways of learning. It is here that proposals for new programs and new partnership initiatives originate. Second, it is the centre for documentation of existing college programs and courses. It ensures that processes are in place for entering course and program information into the Management Information System and provides course outlines and other course and program information to internal and external users. Third, it is the centre for the design, development, and evaluation of curriculum and instruction. Program reviews, course evaluations and organization of program advisory committees are accomplished in this division.

Library

A new automated library system was installed in December, 1998. The catalogue has been upgraded to full MARC records. The catalogue is now available online. The library has computers available for student use and carrels for quiet study. Audio-visual equipment and a viewing room are available to students

Learning Assistance Centre

The Learning Assistance Centres in The Pas and Thompson provide quiet places to study. Professional staff provide group tutoring and instruction in study skills and computer applications. Peer tutoring is available for students who need individual assistance. Staff in The Pas provide tutorial programs in basic literacy and numeracy skills.

Prior Learning Assessment

With the change of focus from teaching to learning, it is no longer defensible for KCC to require its students to take courses if they have attained the learning outcomes of these courses elsewhere. To allow students to gain prior learning credits, KCC has put into place processes to determine whether students have attained course outcomes. To date, the college can process PLA credits for courses from other institutions and administer challenge examinations for three courses which can properly be assessed by an examination and for which credit is commonly sought. Work continues on protocols for assessing skills gained through work and life experience, volunteer work and community service and on assessing skills portfolios. Students may gain PLA credits for up to 75% of their programs.

Work on PLA began in March, 1999 with the appointment of two half-time facilitators, one in Thompson and one in The Pas. Policies and processes were determined in consultation with academic and registration staff. The fee structure was approved the Board of Governors in June, 1999. A training session in June introduced staff to PLA concepts and processes. Resources were obtained for staff use.

The implementation of PLA has increased the ability of the college to meet the diverse needs of its communities and people. Students and sponsors can maximize educational resources when students need not repeat prior learning. Learner confidence increases when PLA allows students to carry a reduced course load during their college year Preliminary inquiries from several northern agencies indicate growing interest among employers in having their employees acquire standard credentials.

Student Services

Professional staff provide academic, career, and personal counseling to students in Thompson and The Pas. Counselors advise students about financial assistance and direct them to interest and aptitude testing.

An awards committee was established during 1999 to handle all awards applications and to determine award recipients. The provincial government's allocation of $100,000 for KCC student bursaries for 1998-99 was named the Wechetotan (helping each other) bursary. 96 applications were received from The Pas, 63 from Thompson, 6 from Churchill and 1 from Swan River.

KCC students at both campuses have 24-hour access to college study rooms and computers.

The college Bookstore carries a wide variety of books, clothing, gifts and toiletries as well as textbooks and stationary.

Distance Education

KCC's distance education initiatives during 1998-99 focused on developing its LearnLinc technology. January, 1999 saw the piloting of two courses in the Bachelor of Nursing program. A third course began in February. Courses originated in The Pas and were delivered to students in The Pas, Thompson, and Swan River.

LearnLinc is an internet-based system that supports both synchronous and asynchronous learning. In March, the latest version of the LearnLinc client and server software was installed along with a high speed modem pool on the same local area network. Unique challenges face college staff in their setting up this latest educational technology using outdated, inadequate infrastructure. For example, special modem cards have had to be installed to "bond" two telephone lines to transmit the signal meant to be carried by one high speed connection

Eight instructors from The Pas and six from Thompson received training in May and June in the use of LearnLinc technology and in developing courses for LearnLinc delivery. Some instructors spent the remainder of the spring semester developing courses for fall delivery.

Aboriginal Initiatives

Mamawechetotan, the name of the Aboriginal centre in The Pas, means "working together and helping one another". The Thompson centre, Inni-Kiskino-Ama-Kaywin, means "a people's place of learning. The centres provide to students and staff access to traditional Aboriginal teachings. The centres allow students to organize pow-wows and facilitate circle meetings and sweetgrass ceremonie: A sweat lodge is under construction in The Pas.

The college elder is an integral part of the Aboriginal presence at KCC. There is a full-time elder based in The Pas. The hiring of a half-time elder in Thompson is planned.

This spring, a review of KCC's curriculum from an Aboriginal learning perspective was conducted. The summary of the report has been distributed to college staff. The report will be a helpful reference for the college as it continues on its journey to becoming a centre of learning for Aboriginal students.

This spring also, the college held an inaugural meeting of the Aboriginal Advisory Council. Reporting directly to the President, the council advises the President on Aboriginal culture and values. Members are drawn from college staff and from the broader Aboriginal community.

Partnerships

Partners

Pimicikimac Education Authority	Flin Flon School Division
Frontier School Division	Opasquiak Cree Nation
Kelsey School Division	Swampy Cree Tribal Council
Mystery Lake School Division	Manitoba Keewatinowi Okimakinak
Employment Training Services	Norway House Cree Nation
Brandon University (BUNTEP)	Nelson House
University of Manitoba (Baccalaureate Nursing Program)	Oxford House
University of Winnipeg	Split Lake

Accreditation

Keewatin Community College is committed to establishing agreements with training agencies, institutions and accrediting bodies to maximize portability and transferability of training. The College currently has a number of articulation and credit transfer agreements with various post-secondary institutions for either course by course or block transfer.

Accreditation:

College Program	Accrediting Body
Dental Assisting	Commission on Dental Accreditation of Canada
Early Childhood Education	Provincial Child Care Education
Electrical/Electronic Technology	Canadian Technology Accreditation Board
Natural Resources Management Technology	North American Wildlife Technologists Association
Trades Programs:	Apprenticeship, Department of Education and Training (Level 1)
Building Construction	
Career Choices in Mechanics	
Carpentry and Woodworking	
Commercial Cooking	
Industrial Welding	
Power Mechanics	

Articulation, Post-secondary:

Each of the three Manitoba colleges has agreed to accept courses from any of the others' certificate and diploma programs as equivalent to its own courses and to allow transfer credit wherever possible. In addition, agreements are in place with other post-secondary institutions and professional bodies for transfer of college program courses into degree and professional education programs.

KCC Program	Accrediting Institution	Transfer Credits
Administrative Assistant	Athabasca University	45-60 credits toward B.Admin.degree
Business Administration	Brandon University	Two years' block transfer Bus. Admin.
	Athabasca University	One year block transfer Bus.Admin.
	Lethbridge University	Two years' block transfer Bus. Admin.
	C.G.A.	Exemption for up to seven courses
	S.M.A.C.	Exemption for up to eight courses
	Appraisal Institute of Canada	Credit for up to ten courses
	Purchasing Management Association of Canada	Credit for relevant courses
Chemical Engineering Technology	Lakehead University	Two years' block transfer
	University of Saskatchewan	One and one-half years' block transfer
	University of Alberta	One year block transfer
Natural Resources Management Technology	University of Manitoba	Credits toward B.Sc. Biology or Geo. major
	University of Winnipeg	Credits toward degree in Environmental St.

Articulation, High School

Students gain high school vocational credits for Building Construction, Power Mechanics, and Commercial Cooking courses.

College Preparation Mathematics, English and Science courses meet the standards set by the Mystery Lake School Division and by the provincial Distance Education Branch.

Highlights of 1998-99

- A day-long planning session was held for college faculty August 27 at Snow Lake. Holding the session mid-way between Thompson and The Pas enabled college staff from both campuses to attend.
- 1998-99 saw the first intake of students in the University of Manitoba's Baccalaureate Nursing Program at The Pas and Thompson.
- The Transition Year Program was expanded to two additional sites.
- Over sixty people attended the Technical/Vocational Education and Training event November 27 in Thompson. The keynote speaker was Oliver Boulette, Deputy Minister of Energy and Mines and Northern and Native Affairs.
- On February 16 four KCC staff travelled to Cross Lake to reach an agreement in principle on the establishment of a regional centre in Cross Lake.
- On March 26, Verna Kirkness visited the Mamawechetotan Centre to launch her new book "Aboriginal Languages".
- In 1999, KCC became an authorized Microsoft Office Users Certificate testing centre.
- KCC hosted the annual meeting of the North American Wildlife Technology Association June 17-20. Jeffray Stepanuik, a NRMT instructor, who arranged the meeting, was elected president of the Association.
- Graduation exercises were held June 25 in Thompson and June 26 in The Pas. 100 certificates and diplomas were awarded in Thompson and 120 in The Pas.
- A carpentry apprenticeship student in Thompson achieved the highest mark in Manitoba on the provincial apprenticeship examination.

The Next Five Years

During the current academic year, Keewatin Community College has put in place a structure that will guide its journey toward providing the learning environment that meets the needs of its communities and people. To support the new organizational structure, an Academic Management Group (AMG) has been established to coordinate the operations of the academic departments, and the Student Life and Registration, Extension, and Aboriginal Initiatives Divisions. As well as tending to the day-to-day academic operations of the college, this committee will work to foster the development of new partnerships and new program initiatives. A major focus will be the enhancement, in part through PLA, of the "laddering" of college programs, the development of flexible entry and multiple exit points to increase accessibility to students who wish to combine work and study.

New Partnerships

The Pimicikimak Regional Centre at Cross Lake, to become a reality next academic year, will allow the Pimicikimak First Nation and KCC to offer a joint diploma in Business Administration, the first in Manitoba. The relationship between this first nation and the college will lead the way to other unique partnerships to further the education of our communities and people.

Memoranda of Understanding have been signed with the Frontier School Division to have up to two-thirds of the first year of the Early Childhood Education Program delivered in Frontier Collegiate and with Flin Flon School Division for delivery in Hapnot Collegiate of courses in the Recreation and Community Leadership Program.

An agreement is expected to be reached in 1999-2000 with the University of Manitoba for up to one and one-half years credit into the Bachelor of Commerce program for Business Administration diploma graduates.

New Programs and Initiatives

- Transition Year students from Oxford House worked with research and photographs received from Pitt Rivers Museum Archives in England. Students hope to develop material for the museum in Thompson on northern Cree material culture. They will draw on material from Nelson House elders.
- An Aboriginal Management major will be offered in the Business Administration program beginning in the fall of 1999.
- The college will deliver the new Iron Workers Apprenticeship Program beginning in the fall of 1999.
- 1999-2000 will see the expansion of PLA at the college.
- KCC has been asked to participate in a committee to draft a concept paper for the creation of a university college in northern Manitoba. Sponsored by Manitoba Keewatinowi Okimakinak, the committee brings together an inclusive variety of educational and non-educational organizations from across the province. This project work is expected to take up to one year. The final project report is expected to contain recommendations for the establishment of a new northern post-secondary institution.
- The college has been working with the Swampy Cree Tribal Council (SCTC) on a Lands and Trusts Services Program. This certificate program will enrol 18 students from nine SCTC communities. After graduation, they will manage the Lands and Trusts programs in their communities. After the initial two-year offering, KCC will assume ownership of curriculum materials.

Academic Programs

In June 1999, KCC's Board of Governors approved a new organizational structure for the college. Programs are listed under the names of the departments into which they were placed at that time and in which they will be listed in the 1999-2000 annual report.

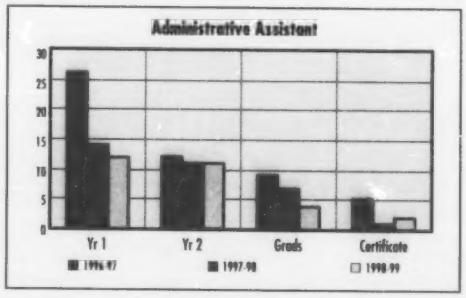
Management and Technology, The Pas

ADMINISTRATIVE ASSISTANT

Two-year diploma program

In the Administrative Assistant program, students acquire business office skills, learn new computer applications and develop their decision-making, presentation, and organizational skills. The program demands a high level of work effectiveness and prepares students for the challenges of an administrative assistant in a modern office.

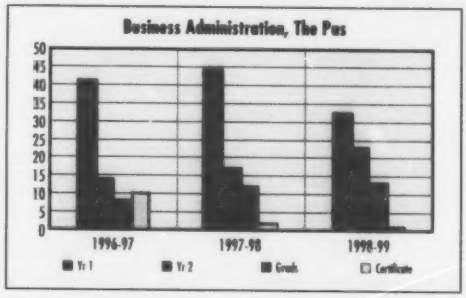
Students may exit the program after one year with a Certificate in Computerized Business Skills.



BUSINESS ADMINISTRATION

Two-year diploma program

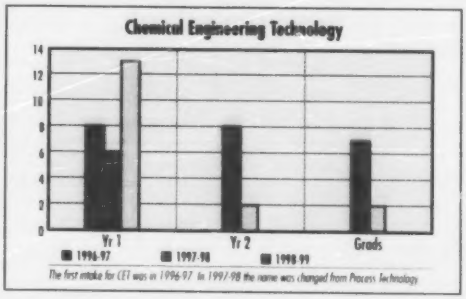
The Business Administration program provides graduates with the knowledge and skills required for entry level management positions in business, industry and public administration as well as preparing them to be small business entrepreneurs. Students choose to major in their area of interest. The majors currently offered are Accounting, Management, Aboriginal Management and Marketing. Credits are transferable to other Manitoba colleges. Graduates who continue their education at universities receive up to two years credits in related degrees. Courses are transferable into the CGA and CMA professional accounting programs and into several other professional programs. Students may exit the program after one year with a Certificate in Business Accountancy.



CHEMICAL ENGINEERING TECHNOLOGY

Two-year diploma program

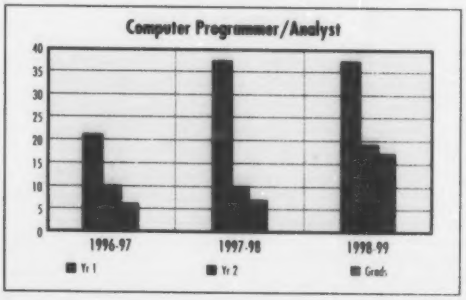
This program is designed to train students to become chemical engineering technologists for a wide range of process industries such as pulp and paper, mining, fertilizer, food and beverage and petrochemical industries. Emphasis is placed on understanding the industrial processes involved and operating the process equipment. On-site industrial experience forms an integral part of the program.



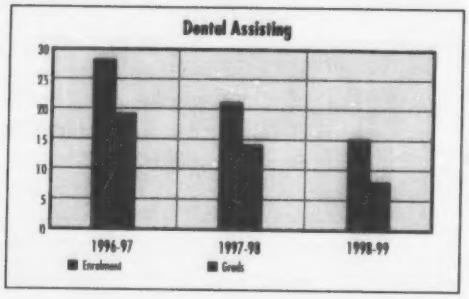
COMPUTER PROGRAMMER/ANALYST

Two-year diploma program

The Computer Programmer/Analyst program is designed to develop proficiency in computer programming and systems analysis. The purpose of this program is to provide students with training in problem recognition, analysis and solutions as applied to business data processing. The graduate will be familiar with a variety of computer languages, the principles of business and advanced topics in data processing.



Health and Renewable Resources, The Pas



DENTAL ASSISTING

One-year certificate program

The Dental Assisting program combines lectures, pre-clinical and clinical practice to prepare students for a career in dental assisting in Manitoba and in other provinces. Students gain extensive clinical experience throughout the program. In addition to working at the Keewatin Dental Assisting Clinic, students must complete a two-week practicum in a dental office. The program is accredited by the Canadian Dental Association.

ECOTOURISM

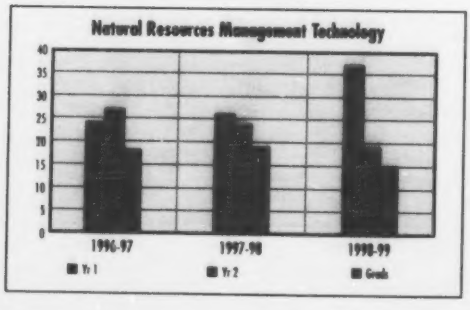
Two-year diploma program.

Ecotourism can be defined as "tourism that entails an enlightening nature-based or cultural travel experience, while conserving the ecosystem and respecting local culture and traditions". This type of tourism promotes outdoor recreational use of the natural environment without disturbing the wildlife and habitat. It respects the communities and indigenous people that co-exist on the local landscape. Recreational use of the land encompasses a host of outdoor activities such as canoeing, hiking, photography, dog sledding, camping, and bird watching, while interaction and communication with the local Aboriginal and Northern peoples generates understanding and respect for their way of life. The program teaches entrepreneurial skills, guiding, program development, and tour operation. The program had its first intake in 1998-99.

JOINT BACCALAUREATE NURSING PROGRAM — KEEWATIN COMMUNITY COLLEGE/ UNIVERSITY OF MANITOBA

Four-year degree program

The joint Baccalaureate Nursing Program is offered in collaboration with The University of Manitoba. Students are able to complete all four years of the program in The Pas as a result of Keewatin Community College's distance education initiatives and partnerships with InterUniversities North (IUN) and Campus Manitoba. Courses can be taken on a part time basis in a number of northern communities. Upon completion of the program in The Pas, students will graduate with a Bachelor of Nursing Degree (BN) from The University of Manitoba. Graduates from this joint program will be eligible to write examinations with the Manitoba Association of Registered Nurses, leading to the designation of Registered Nurse.



NATURAL RESOURCES MANAGEMENT TECHNOLOGY

Two-year diploma program

This program is designed to train the student for a wide range of employment opportunities in the natural resources management field. The training provided emphasizes interrelationships among natural resources — including forests, water, fish and wildlife — and is designed to provide technical skills required by technicians in the use and management of our renewable natural resources.

PREPARATION FOR NURSING

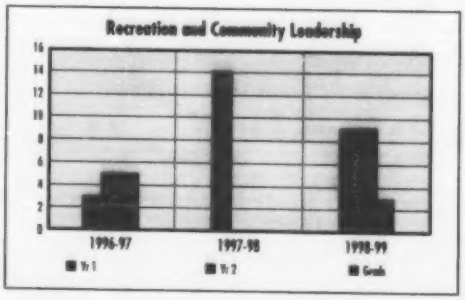
One-year preparatory program

This program is a preparatory year for students interested in nursing careers as a Registered Nurses (RN). It is designed to provide potential nursing students with the academic skills required for successful completion of the joint Keewatin Community College and University of Manitoba Baccalaureate Nursing Program.

RECREATION AND COMMUNITY LEADERSHIP

Two-year diploma program

The Recreation and Community Leadership diploma program's focus is to provide communities with recreation leaders. Graduates of this program will be capable of developing, managing, organizing, and leading community recreation systems and programs. Recreation provides an opportunity to engage the whole person — the body, the mind, the spirit, and the social being. It includes involvement in cultural, social, and physical activities. Successful recreation programs need successful leaders.

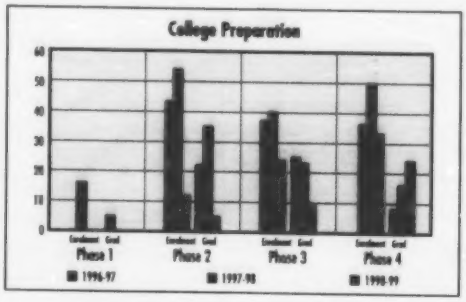


General Studies, The Pas

COLLEGE PREPARATION

Preparatory program

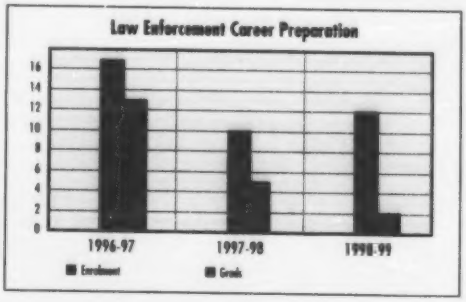
The program is designed to provide academic upgrading and skills required to enter regular College programs and other post secondary institutions. Students focus on mathematics, science, communications, reading, learning strategies and computer awareness. The program content is divided into four levels (phases). At the senior levels students are offered a choice of high school general level or university entrance level courses.



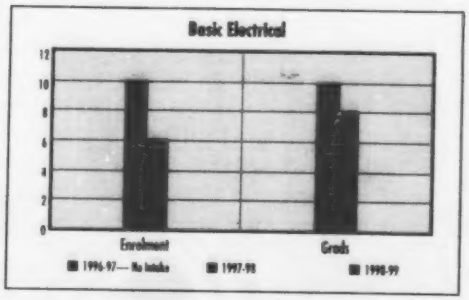
LAW ENFORCEMENT CAREER PREPARATION

One-year certificate program

This is a specialized program designed to assist students in developing the academic, interpersonal, fitness and specialized skills required for entry level training with the RCMP and other law enforcement agencies.



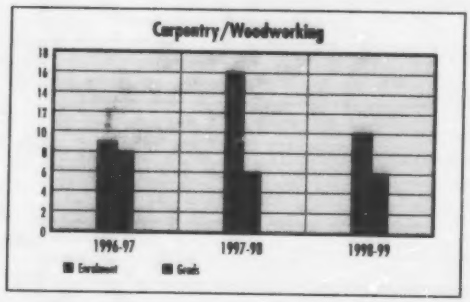
Trades, The Pas



BASIC ELECTRICAL

One-year certificate program

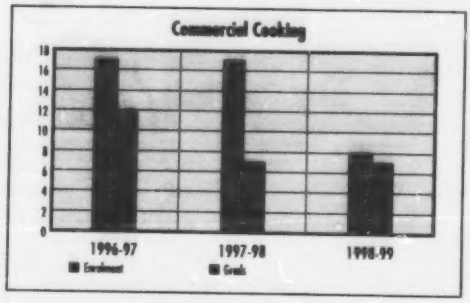
This program is designed to teach the student the skills and knowledge required to become employed in a wide variety of jobs in the electrical field. It will also prepare the student for studies in related technologies.



CARPENTRY/WOODWORKING

One-year certificate program

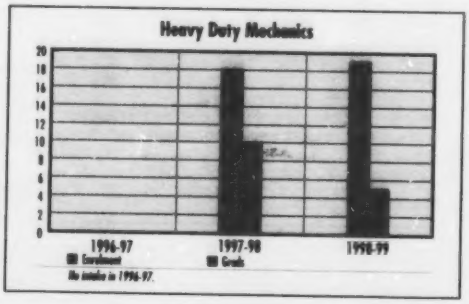
This program is designed to provide the student with basic carpentry knowledge and the skills to gain employment in the construction field. Students will learn all phases of the woodworking and building construction trades. Courses include blueprint reading, hand tool and machine woodworking, framing, concrete forming, roofing, interior and exterior finishing, cabinet making and stair building as well as a work practicum.



COMMERCIAL COOKING

One-year certificate program

This 40-week program is designed to provide students with the knowledge and skills to be eligible to obtain the first level of an Apprenticeship in Commercial Cooking and to prepare the student for employment in this field. The students will be working and cooking foods in the college cafeteria.



HEAVY DUTY MECHANICS

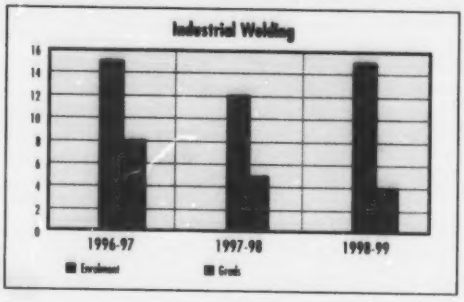
One-year certificate program

This program is designed to give students broad-based training in the heavy duty mechanics field. Students are given sound theoretical training to meet the challenges presented by the increasingly complex designs in today's on and off road trucks, construction and forestry equipment; as well as reinforcement of fundamental skills of the trade through exposure to practical applications. Students will develop desirable work attitudes, standards of craftsmanship, problem-solving skills, and personal pride that will prepare them for employment in the heavy equipment field.

INDUSTRIAL WELDING

One-year certificate program

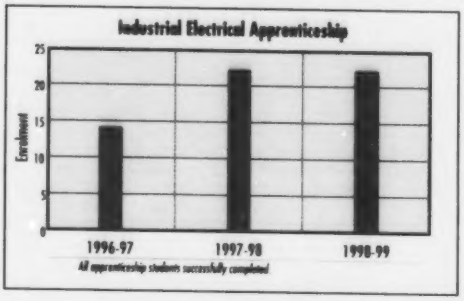
This program is designed to teach the student the skills to become employed as a welding operator, welder's helper or an apprentice. The program is heavily oriented towards hands-on experience. The practical portion includes arc welding, oxyacetylene welding, brazing, G.M.A.W. and G.T.A.W. and arc-air. The fundamentals of proper tool and equipment usage are also covered.



Apprenticeship Programs , The Pas

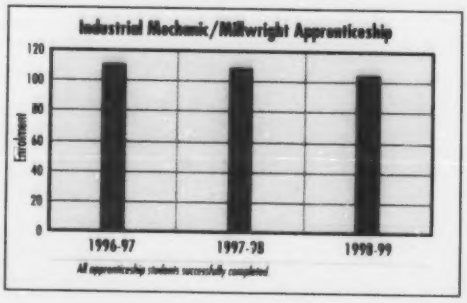
INDUSTRIAL ELECTRICAL APPRENTICESHIP

Industrial electrical apprentices study and practice electrical and electronic theory and analysis, electrical code requirements, industrial wiring methods, controls and instrumentation, and the use of sophisticated equipment such as oscilloscopes and programmable logic controllers. The program is delivered in four levels.



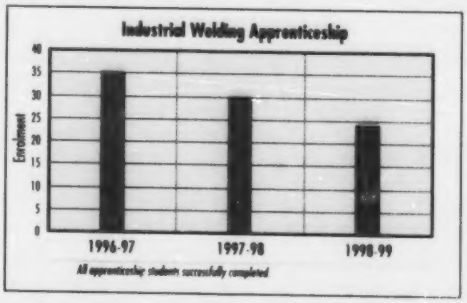
INDUSTRIAL MECHANIC/MILLWRIGHT APPRENTICESHIP

This program provides the graduate with the training required for entry into positions in Millwright and Maintenance operations. Students will develop an appreciation for the fundamentals of design, production, and repair of industrial products. They will learn and practice safe work habits and acquire knowledge of standard millwright repairs of belts, pulleys, bearings, and lubrication. Students will be apply their theoretical learning to diagnosing problems and making repairs. The program is delivered in four levels.



INDUSTRIAL WELDING APPRENTICESHIP

Industrial welding apprentices study oxyacetylene welding, are welding, M.I.G. and T.I.G. welding, plasma cutting and carbon arc. The program is delivered in three levels.



High School Programs, The Pas

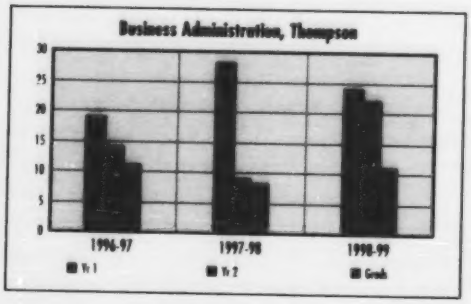
HIGH SCHOOL BUILDING CONSTRUCTION

Building Construction is a vocational credit program delivered at KCC for Margaret Barbour Collegiate Institute (Kelsey School Division No. 45) to its high school students. It consists of two parts: year one with introductory courses in building construction, framing, power tools and applied construction and year two with courses in roof framing, interior and exterior finishing, drafting and surveying, stairs, cabinets and advanced applied construction. Students obtain four high school credits in year one and six high school credits in year two.

HIGH SCHOOL POWER MECHANICS

Power Mechanics is a vocational credit program delivered at KCC for Margaret Barbour Collegiate Institute (Kelsey School Division No. 45) to its high school students. It consists of two parts: year one with courses in engine fundamentals, basic service, chassis and engine reconditioning and year two with courses in electrical systems, automotive electronics, fuel systems, drive trains, brake systems and automatic transmissions. Students obtain four high school credits in year one and six high school credits in year two.

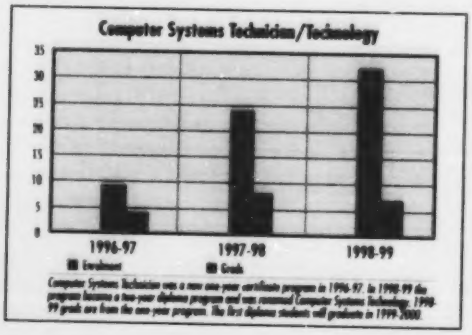
Management Trades and Technology, Thompson



BUSINESS ADMINISTRATION

Two-year diploma program

The Business Administration program provides graduates with the knowledge and skills required for entry level management positions in business, industry and public administration as well as preparing them to be small business entrepreneurs. Students choose to major in their area of interest. The majors currently offered are Accounting, Management, Aboriginal Management and Marketing. Credits are transferable to other Manitoba colleges. Graduates who continue their education at universities receive up to two years credits in related degrees. Courses are transferable into the CGA and CMA professional accounting programs and into several other professional programs. Students may exit the program after one year with a Certificate in Business Accountancy.



COMPUTER SYSTEMS TECHNOLOGY

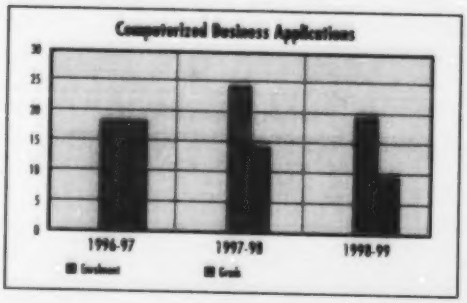
Two-year diploma program

The Computer Systems Technology program trains students to provide optimum service in modern computerized office environments. As business, industry and the public sector become increasingly computerized, the demand increases for technologists who are well-trained to design, troubleshoot and maintain computer systems. Graduates of this program are well prepared to assume positions in the field of computer technology.

COMPUTERIZED BUSINESS APPLICATIONS

One-year certificate program

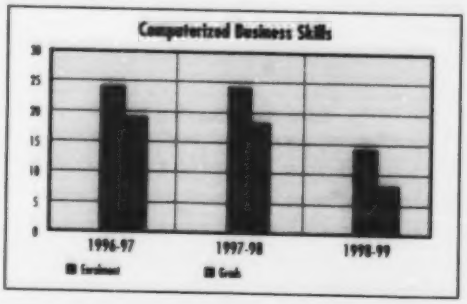
This program provides students with the knowledge and skills required in a computerized office. Students receive theoretical and practical training that reflects current trends in business and the requirements of prospective employers. Upon successful completion of this program, graduates will receive a Certificate of Attainment. Credits may be directly applied to the Administrative Assistant program.



COMPUTERIZED BUSINESS SKILLS

One-year certificate program

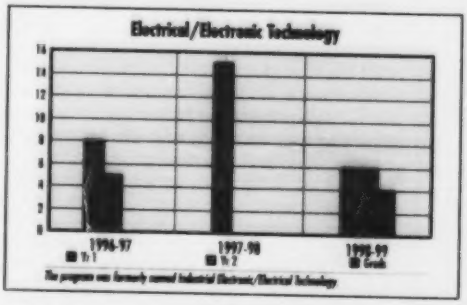
This program is designed to develop proficiency in basic office skills and current business computer applications. Upon successful completion of this program, graduates will receive a Certificate of Attainment. Credits may be applied directly to the Computerized Business Applications or the Administrative Assistant program.



ELECTRICAL/ELECTRONIC TECHNOLOGY

Two-year diploma program

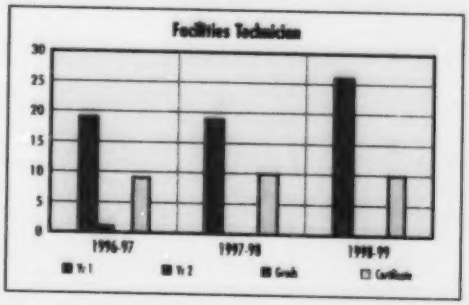
Delivered in Thompson, students may take this full-time diploma program in either a two-year or three-year integrated format. It is designed to give graduates the skills and knowledge required in a variety of jobs in today's rapidly expanding technical field of Electronics and Electrical Technology. Graduates will be able to design, construct, troubleshoot and maintain a wide variety of electrical and electronic systems.



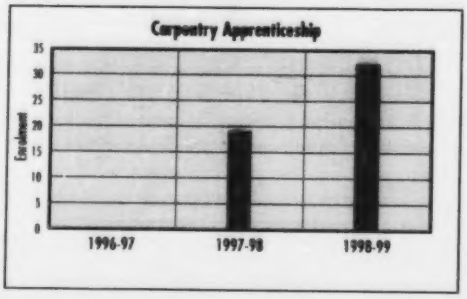
FACILITIES TECHNICIAN

Two-year diploma program

Delivered at the Thompson campus, the program provides students with the skills necessary to manage, maintain and operate a variety of facilities – e.g. office buildings, arenas and schools. The program is available to those currently employed or seeking employment in the housing, construction or community service industry. Students who are successful in completing the first year of the program will receive a Certificate in Basic Maintenance. Graduates of the two-year program will be awarded a Diploma in Facilities Management.



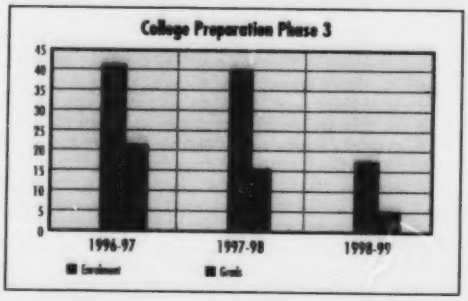
Apprenticeship Program, Thompson



CARPENTRY APPRENTICESHIP

Levels 1 through 4 apprenticeship is delivered in Thompson.

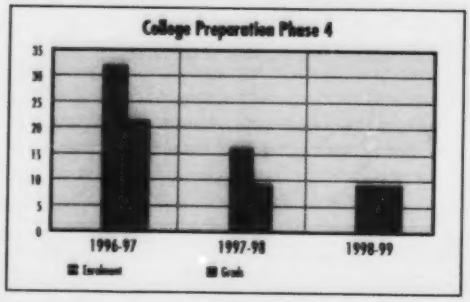
General Studies, Thompson



COLLEGE PREPARATION

Preparatory program

The program is designed to provide academic upgrading and skills required to enter regular College programs and other post secondary institutions. Students focus on mathematics, science, communications, reading, learning strategies and computer awareness. The program content is divided into four levels (phases). At the senior levels students are offered a choice of high school general level or university entrance level courses.

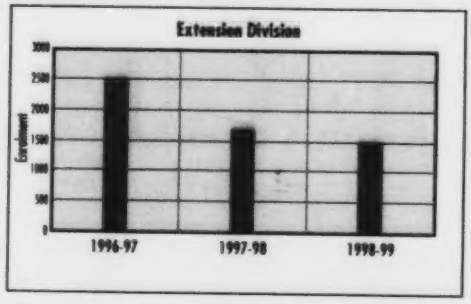


TRANSITION YEAR

Preparatory program

The Transition Year Program is designed to prepare students from northern communities to make the transition from the community cultural environment to regular college and university programs and the associated cultural milieu. Students normally study six introductory college and university courses in areas such as communications, math, data processing, social sciences and Native Studies. Students must complete the core course, Introduction to Post Secondary Education/University.

Extension Division



The Extension Division's market driven training responds to the needs of business, industry, First Nations, Education Authorities, and other northern Manitoba communities. Training is delivered at the main campuses at Thompson and The Pas, and at the regional centres at Flin Flon, Swan River and Churchill. Programs and courses are also delivered in any other community that has expressed a demand for education or training.

Three types of programs and courses are delivered by the Extension Division: diploma and certificate programs based at the Thompson or The Pas campus, certificate programs offered only by the Division developed in response to communities' expressed needs, and general interest credit and non-credit courses. Programs are taught as full-time day programs, part-time day or evening programs, or evening or day courses offered from time to time in response to demand.

KEEWATIN COMMUNITY COLLEGE

Campus-based diploma and certificate programs delivered through the Extension Division in 1998-99:

- Business Administration year one in Cross Lake
- Business Administration year two in Flin Flon
- Computerized Business Applications in Cross Lake
- College Preparation in Shortdale, Pukatawagan, Split Lake, and God's Lake Narrows
- Transition Year Program in Thompson, Cross Lake, and Nelson House,

Certificate programs offered only through the Extension Division offered in 1998-99:

- Early Childhood Education in The Pas*
- Certificate in Computer Applications in The Pas,
- Certificate in Management and Administration in Thompson
- Certificate in Advanced Computer Skills in Flin Flon
- First Nations Natural Resource Management Technology in The Pas*
- Health Care Assistant in Pelican Rapids, Oxford House, and Flin Flon*
- Advanced Certificate in Computer Applications in Flin Flon

**These programs are expected to be funded as part of KCC's regular college progamming from its base funding in 1999-2000.*

General interest credit and non-credit courses delivered in 1998-99:

- Basic Plumbing and Electrical course in Easterville
- Bus and Truck Maintenance Training in Easterville
- Class 1A Truck Driving Training in The Pas, Moose Lake, Flin Flon, Thompson and Pine Falls
- Log Hauling Training in Moose Lake
- Early Childhood Education Aide in Easterville, God's Lake, Moose Lake, and Pukatawagan
- Emergency First Aid in Churchill
- Industrial Electrician Refresher in Winnipeg
- Professional Cooking Basics in Thompson
- Proposal Writing in The Pas
- Office Management in Churchill
- Pre-employment Placement in Gillam
- St. John's Ambulance First Aid in Churchill
- Computer applications courses in various communities

The **Keewatin School of Management**, a partnership between KCC's Extension Division and the University of Winnipeg's Continuing Education Division, offers courses in management and leadership training leading to a Certificate in Management that is recognized by the University's Continuing Education Division.

Appendix

Enrolment Summary 1998-99

ACADEMIC DIVISION

Management and Technology, The Pas	Yr 1 enrolment	Yr 2 enrolment	Total enrolment	Certificates part prog.	Graduates
Administrative Assistant	12	11	23	2	4
Band and Northern Community Admin (Note 1)	12	5	17	--	5
Business Administration	32	23	55	0	14
Chemical Engineering Technology	13	2	15	--	2
Computer Programmer Analyst	37	19	56	--	17
Department Total	**106**	**60**	**166**	**2**	**42**
Health and Renewable Resources, The Pas and Thompson					
Dental Assisting	15	--	15	--	8
Ecotourism	6	--	6	--	--
Joint Baccalaureate Nursing Program - KCC, U of M	13	--	13	--	--
Natural Resources Management Technology	37	19	56	--	19
Preparation for Nursing	19	--	19	--	9
Recreation and Community Leadership	9	9	18	--	3
Department Total	**99**	**28**	**127**	**--**	**39**
General Studies, The Pas					
College Preparation, Phase 1	16	--	16	--	5
College Preparation, Phase 2	12	--	12	--	5
College Preparation, Phase 3	24	--	24	--	9
College Preparation, Phase 4	33	--	33	--	24
Law Enforcement Career Preparation	12	--	12	--	2
Department Total	**97**	**--**	**97**	**--**	**45**
Trades, The Pas					
Basic Electrical	10	--	10	--	8
Commercial Cooking	8	--	8	--	7
Heavy Duty Mechanics	19	--	19	--	5
Industrial Welding	15	--	15	--	4
Carpentry Woodworking	10	--	10	--	6
Department Total (Note 2)	**62**	**--**	**62**	**--**	**30**

	Yr 1 enrolment	Yr 2 enrolment	Total enrolment	Certificates part prog.	Graduates
Management, Trades and Technology, Thompson					
Business Administration	24	22	46	–	11
Computer Systems Technology	32	–	32	7	–
Computerized Business Applications	19	–	19	–	9
Computerized Business Skills	14	–	14	–	8
Electrical Electronic Technology	6	6	12	–	4
Facilities Technician	26	0	26	10	0
Department Total (Note 2)	**121**	**28**	**149**	**17**	**32**
General Studies, Thompson					
College Preparation, Phase 3	17	–	17	–	5
College Preparation, Phase 4	9	–	9	–	9
Transition Year	13	–	13	–	5
Department Total	**39**	**–**	**39**	**–**	**19**
Divisional Total (Note 2)	**524**	**116**	**640**	**19**	**207**

Notes:

1. The Band and Northern Community Administration program was combined with the Business Administration program during 1998-99.
2. Apprenticeship programs fall under the Trades Department, The Pas, and the Management, Trades and Technology Department, Thompson. High School Programs fall under the Trades Department, The Pas. Because these programs are shorter than college certificate and diploma programs, student numbers are measured differently and it is not appropriate to include enrolments in departmental totals. Enrolments are listed separately below.

	Enrolment (each student in each level is counted as one student)
Apprenticeship Programs, The Pas	
Industrial Electrical	22
Industrial Mechanic/Millwright	104
Industrial Welding	24
Total Apprenticeship Levels	**150**
Apprenticeship Programs, Thompson	
Carpentry	32
Total Apprenticeship Levels	**32**
High School Programs, The Pas	
Building Construction	15
Power Mechanics	18
Total High School Programs	**33**

KEEWATIN COMMUNITY COLLEGE

EXTENSION DIVISION

Extension — Regional programs	*Yr 1 enrolment*	*Yr 2 enrolment*	*Total enrolment*	*Certificates part prog.*	*Graduates*
Advanced Computer Applications, Flin Flon	11	--	11	--	7
Business Administration, Flin Flon	0	6	6	--	5
Transition Year, Nelson House	10	--	10	--	3
Transition Year, Norway House	26	--	26	--	8
Transition Year, Oxford House	16	--	16	--	3
Transition Year, Cross Lake	23	--	23	--	12
Transition Year, Split Lake	22	--	22	--	8
Computer Office Skills, Churchill	5	--	5	--	3
Total students enrolled in programs	**113**	**6**	**119**	**--**	**49**

Extension — Part Time Studies courses			
Academic division courses			341
Extension division courses			659
School of Management – Contract courses			99
School of Management – Part-time studies			303
Churchill Joint Ventures			77
Total course enrolment			**1479**

Extension — Contract Training			
Total course enrolment			**610**

COMMUNITIES

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Swan River Regional Centre
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